

Meeting of the Board of Library Trustees
Thursday, June 19, 2014

Call to order

Katharine Fennelly (KF) called the meeting to order at 7:20 p.m. In attendance were trustees Joyce Radochja (JR), Diane Gordon (DG), Heather Calvin (HC), and Frank Murphy (FM). Also in attendance: Library Director Ryan Livergood (RL), and Assistant Director Andrea Nicolay (AN). Adam Delmolino and Barbara Muldoon were absent.

Approval of Minutes

The Trustees reviewed the minutes from the May 13 meeting, and the minutes were approved. (HC/DG)

Communications

Congratulations to Adam Delmolino on the birth of baby Grace! Frank Murphy thanks the Library on behalf of MBLC for hosting the June 5 meeting. Attendees were impressed with the Reading Room and with the vending machine.

Community Time

No community members present.

Election of Officers

Nominated for chairperson is Heather Calvin. Nominated for vice chairperson is Diane Gordon. Nominated for Russell Fund Liaison is Barbara Muldoon. Nominated for Trust Fund Liaison is Frank Murphy. (JR/FM)

Director's Report

Landscaping looks good, but irrigation is an issue which is being addressed. RL is concerned, and is trying to track down who takes care of the landscaping. If parking at the library is free it puts other parking in town at a disadvantage. Selectmen will take up parking issue at July meeting. FM commented on "free" issue; he's been to a number of cities and towns where libraries charge. The Board inquired about the pay system. The town would need to go out to bid. The Board was impressed with results of the library's recent Amnesty period and agreed it's definitely worth continuing on a regular basis. Our Overdrive numbers seem to have leveled off, says RL. We are very competitive with Newton, surprisingly, considering the difference in population. The bump in March might be due to extra copies of *The Book Thief* going out. More people access eBooks and eAudio using their mobile devices than with computers.

Approval: FY15-FY19 Strategic Plan

Assessment piece is good, says FM. Target dates are now in place. Board commented on beehive on the 3rd floor balcony goal; HC inquired about maintenance and upkeep and RL explained. Board expressed concern about liability, and RL is following up with Town officials to make sure it's feasible. DG commented on target dates being a year from now. Stephen Spohn's recommendation was to set target dates within two years, but Board recommends that

due dates get pushed more equitably beyond the two year mark; spread out to five years. FM asked if there could be an addenda to the Plan re: resource sharing commitment, and our staff resources vis a vis eBook pilot program. RL said maybe under *The Library is a Place to Expand Your Horizons*. HC's thoughts: assessment/monitoring should have something about access to materials, in line w/ vision statement. Also, where does the issue of increased hours fall into the strategic plan? RL says that could go under a variety of headings. Maybe Service Excellence? Board consensus: this is the shortest and easiest-to-follow plan in recent memory, and that's a compliment. Board will approve as amended. (FM/DG)

Preliminary Discussion of FY 2015 Administrative and Trustee Objectives

DG is set to revise the goals and objectives, and would like to do some preliminary research about the Board's level of responsibility and then make sure the Goals and Objectives correlate with the Strategic Plan. HC suggests maybe there's a way to change the language in the Goals and Objectives from words like "central library" to more inclusive language, to reflect that the Trustees serve both libraries. Board suggests that RL mention to the Friends of Fox that a Board liaison would be a good thing. DG will send a draft to RL for review.

Potential Funding for PLUGGED iN Series

RL wants to skip; no loan possible from principle.

Library Space Planning / Reimagining Our Libraries Project

RL has not reconvened with subcommittee. RL met with Rosemary Waltos from MBLC, who told him all about planning and design steps. RL explained the Reimagining Our Libraries Project document. With regard to RFID and the Reimaging Our Libraries projects, RL doesn't think we'll be able to do them all at once. The Board mentioned the MBLC Building and Construction program, which applies when you're doing a major reconstruction. However the Planning and Design grant only applies to one building, and wouldn't cover Fox too. This is a major sticking point. Purpose of this agenda item was to update the Board on status of the project and give more information about the Planning and Design grant. Board commented that single firm for both libraries would be best; it would be an opportunity for collaboration. RL will schedule something with the subcommittee.

Foundation Update

Foundation is going to put the money that was loaned to the Foundation back to the fund from which it came.

Friends Update

Friends approved the money for beehive. They will skip the July meeting and meet in August, and is looking at ways to optimize the membership database. Next Friends meeting is August 19.

Unanticipated Items

No unanticipated items.

Date of Next Meeting

No meeting in July. Next meeting: August 12, 7:15 p.m.

Adjournment

Meeting was adjourned at 9:09 p.m. (FM/JR)

Materials Distributed

- Meeting agenda
- May 2014 meeting minutes
- Late May/Early June 2014 Director's Report
- Library Strategic Plan draft
- Robbins Library Board of Trustees Goals and Objectives FY 2014
- Robbins Library Board of Trustees Goals and Objectives FY 2013
- Reimagining Our Libraries Project
- MBLC "Developing a Library Building Program" document